

HOW TO HAVE A PRODUCTIVE ARGUMENT AT WORK

At any workplace, there will be situations where people hold one another's feet to the fire. It's important to know how to handle these situations. Here are some tips to help you have a productive argument at work.

Read more on [how to handle conflict at work](#) and [how to handle conflict at work](#).

BEFORE THE ARGUMENT

There's a lot of planning and preparation that goes into having a productive argument at work. Here are some tips to help you get ready for the argument.

1 DEAL WITH THE BUREAUCRACY

Get a quick overview of the issue and the people involved. Make sure you have all the facts and figures you need to get the job done.

Why it works: It's important to know the facts and figures before you go into an argument. This will help you to stay focused and on track.

2 SCHEDULE A MEETING FOR THE DISCUSSION

Make sure you have a meeting with the people involved. This will give you a chance to discuss the issue and find a solution.

Why it works: It's important to have a meeting with the people involved. This will give you a chance to discuss the issue and find a solution.

3 GATHER FACTS AND EVIDENCE

Make sure you have all the facts and figures you need to get the job done. This will help you to stay focused and on track.

Why it works: It's important to have all the facts and figures before you go into an argument. This will help you to stay focused and on track.

4 KEEP YOUR EVIDENCE SIMPLE

Make sure you have all the facts and figures you need to get the job done. This will help you to stay focused and on track.

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5 UNDERSTAND THE OTHER SIDE

Make sure you have all the facts and figures you need to get the job done. This will help you to stay focused and on track.

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6 DON'T GET TOO WARM

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DURING THE ARGUMENT

There's a lot of planning and preparation that goes into having a productive argument at work. Here are some tips to help you get ready for the argument.

1 DON'T TAKE THE HIGH ROAD

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AFTER THE ARGUMENT

There's a lot of planning and preparation that goes into having a productive argument at work. Here are some tips to help you get ready for the argument.

1 OFFER AN APOLOGY

Make sure you have all the facts and figures you need to get the job done. This will help you to stay focused and on track.

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